

MINUTES
Leesburg Executive Airport
April 10, 2003

Discussion Notes: The April meeting of the Leesburg Executive Airport Commission was held in the terminal building of the airport, 1001 Sycolin Road SE, Leesburg, Virginia.

Commissioners Present:

Mr. Steve Axeman, Chairman, Mr. David Burton, Mr. Bill Whyte Mr. Bob Jones Mr. Stanley Caulkins and Mr. Robert Zoldos, Councilmember

Commissioners Absent:

Mr. Roy Steinfort, Mr. Sidney Lissner, Vice Chairman

Staff Present:

Mr. Douglas McNeeley, Director and Mr. Terry Brant, Sr. Airfield Technician

Staff Absent:

Ms. Jackie Seipel, Administrative Associate

Call to Order:

The April 10, 2003 Airport Commission Meeting was called to order at 7:30 pm.

Approval of Minutes:

Minutes for the March 13, 2003 meeting, Mr. Stanley Caulkins moved to approve as amended, motion was seconded. All were in favor and motion carried.

Chairman's Opening Remarks:

None

Commission Remarks:

None

Guest Speakers:

The Honorable Joseph T. May, Member, House of Delegates of Virginia

Delegate May recommended the airport install an Instrument Landing System (ILS) and in his opinion, the airport would benefit by raising the current minimums another 100 to 150 feet. He also supports not authorizing landing at Leesburg if the AWOS is reporting below minimums.

Mr. Langhorn Bond, former FAA Administrator

Mr. Bond recommend the installation of an Instrument Landing System (ILS) at Leesburg Airport.

Petitioners:

- JoAn Keefe, Pro Pilots, thanked the Commission for their help by trying to acquire a trailer to relocate her business.
- Sam Legard, Leesburg, gave the Commission and staff pictures he had taken of the damaged hangars.
- Ed Levine, Sterling, provided the airport with the AOPA's Airport Watch program poster.
- Mel Price, Sterling, asked the Commission if the town was planning on repairing the storm damaged hangars.

Committee Reports:

Operations / Roy Steinfert / None

Finance / Sidney Lissner, Dave Burton, Bob Jones / None

Rules, Regulations and Minimum Standards / Bill Whyte

- Mr. Whyte produced a draft document of Rules and Regulations, with the help of referring to the Mannassas Airport Rules and Regulations. He will work with the Director to add the Minimum Standards to this document.

Councilmatic / Bob Zoldos, Councilmember

- For safety reasons at Leesburg Airport, Mr. Zoldos strongly supports the installation of a solid state precision landing system and glideslope. Mr. Zoldos also supports the installation of a Wide Area Augmentation System (WAAS) and an FAA operating control tower. Mr. Zoldos is scheduling a meeting with Congressman Wolf to get his support.
- Mr. Zoldos asked the commissioners to attend the budget session on April 11, 2003 to support the airport budget request.

Economic Development / Stanley Caulkins

- Mr. Caulkins has found an Economic Advantage Report put out by Governor Bailes in 1985, the operations at Leesburg were 56,800 as compared to today at 91,000. The economic impact was 28 million as compared to the current impact of 40 million.
- Mr. Caulkins encouraged his fellow Commissioners to attend the Virginia Aviation Conference in August.

Directors Report:

The Director thanked the Commission for the nice comments during his recent illness.

North Hangars – New thermal insulation and a new insulation retention system have been installed on all the bi-fold doors in the Executive T-Hangars. This is the last remaining major punch list item.

North Apron – This project passed final inspection on April 1, 2003. A punch list has been developed and individual items will be addressed.

Terminal Parking Lot – Work continues after a long weather delay. Electricians are addressing problems with overhead lighting. The project is 98 percent complete.

Terminal Building - This project was delayed for six weeks due to weather. Approval was given to replace unsatisfactory sub-grade material and this will move the project forward.

South Hangars – The County has condemned the damaged building. A settlement amount has been received from the insurance company and the Capital Projects Manager is contacting companies for bid to demolish the building.

Outreach – Forty teachers from Loudoun County schools toured the airport recently. This is the first step in establishing a county wide tour program for school children.

Aircraft Accidents – Meetings were held with the FAA, NTSB and staff from the office of Congressman Frank Wolf to discuss what steps, if any, should be taken in the wake of the recent aircraft accidents.

Old Business:

- **Oaklawn at Stratford** – The Director stated that because of the most recent aircraft accident a revised plan has been submitted to relocate residential housing as far away from the approach as they can.
- **South End Development** – The Director explained the different ways of developing new hangars on the south end of the airport. The town staff is currently doing a study to determine development in the best interest of the town.
- **Corporate Franchise Agreement** - All the changes have been incorporated and the Director distributed the final draft for Commission comments.
- **Airport Budget** – The Chairman requested the Commission to attend the final meeting to support the airport FY 2004 budget.

New Business:

- **Economic Impact** – A study was conducted by the Virginia Department of Aviation and currently, the airport contributes \$40 million to the local economy.
- **Commission Meeting Date** – The third Tuesday every month was chosen to be the new Airport Commission meeting date, starting in June 2003. Mr. Steve Axeman moved to change the date. Mr. Bob Jones seconded the motion. All were in favor, motion carried.
- **Glideslope** - The Director stated that Congressman Wolf's office contacted the town staff and the Mayor and has offered any help that he could provide. The congressman is very supportive of any precision guidance into the airport.

Adjournment:

All were in favor and meeting was adjourned.

